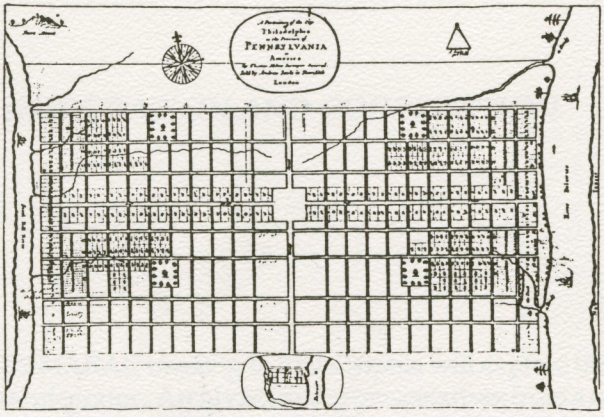
Fall MARAC 1989



A Portraiture of the City of Philadelphia.
Historical Society of Pennsylvania

INTEGRATION AND COOPERATION

September 21-23, 1989
Holiday Inn-Independence Hall
Philadelphia, Pa.

INTEGRATION AND COOPERATION

The Fall 1989 MARAC meeting in Philadelphia will explore the archivist's role as integrator. Archivists and representatives from a range of different fields will review methods of making internal archival operations function more smoothly, examine ways to incorporate archives effectively in their institutional settings, investigate options for improving services to an increasingly broad audience and study cooperative efforts with colleagues from our own and other professions. Specific topics will include fundraising, the use of new technologies, management methods, practical applications of archival resources and legal issues. Archivists and their colleagues will reflect upon their experiences, share their goals and explore new possibilities for working together more creatively and effectively in the 1990's.

Our meeting site is just one block from Independence Mall and our plenary speaker will be Hobart Cawood, Superintendent of Independence National Historical Park (INHP). Beginning forty years ago with just a single city square -- that occupied by Independence Hall itself -- this great historical park has steadily expanded to more than a dozen blocks of Old Philadelphia. In many ways INHP has been built upon its archival resources, for they have played a paramount role in the purchase and development of land, the restoration of historically significant structures and the interpretation to the public of the events which took place in 18th century Philadelphia. Mr. Cawood will share with us his view of archivist as integrator and will set forth what he sees as our profession's challenges in the future.

PROGRAM

THURSDAY, SEPTEMBER 21, 1989:

Registration *(Holiday Inn)* Noon - 8 p.m.

MARAC Committee Meetings *Holiday Inn*

Steering, *Penn Room*	5:30 - 7:30 p.m.
Publications, *Penn Room*	2:30 - 5:30 p.m.
Education/Outreach, *Adams Room*	5:00 - 5:30 p.m.
Meetings Coordination, *Hospitality: Room 635*	4:00 - 5:00 p.m.

TOURS *(Preregistration Required)*

PSFS/Meritor Tour	3:00 - 5:00 p.m.
Valley Green Dinner	6:00 - 10:00 p.m.
Candlelight Stroll	6:30 - 8:00 p.m.

FRIDAY, SEPTEMBER 22, 1989:

Registration *(Friends Meeting House, East Room)* 8:30 a.m. - 5:00 p.m.

Exhibits *(Friends Meeting, East Room)* 9:00 a.m. - 5:00 p.m.

Concurrent Sessions 9:00 - 10:30 a.m.

1. THE USE OF ARCHIVES IN BUILDING A NATIONAL PARK

Friends Meeting, Monthly Mtg.

Senior staff members of Philadelphia's Independence National Historical Park will discuss the essential role of archival resources in developing and interpreting the park to the public. Session participants will present the full sweep of INHP's archives, including archaeological, architectural, decorative arts and manuscript repositories. A tour of the Second Bank of the United States will follow the session.

David A. Kimball, **Chair/Commentator,** *Retired, formerly with the Office of History and Historical Architecture*
Penelope H. Batcheler, *Office of History and Historical Architecture*
Charles G. Dorman, *Retired, formerly with the Office of Museum Operations*

2. LESSONS FOR BEGINNERS: ON BECOMING AN ASSET TO YOUR ORGANIZATION

Holiday Inn, Penn Room

Our education and training as archivists generally does not prepare us to be effective managers in an organizational setting. New administrators must learn how to initiate strategy and maximize resources in order to become successful team players. This session offers advice from the corporate, academic and private non-profit sectors.

Annita A. Andrick, **Chair/Commentator,** *Erie County (Pennsylvania) Historical Society*
Claudette N. John, *CIGNA Corporation*
Judith A. Robins, *Thomas Jefferson University*

3. CONNECTIONS: MATCHING PROGRAMS AND RESOURCES

Holiday Inn, Adams Room

Museums and archives are increasingly seeking to expand both public services and audiences through collaborative programming. This session explores three distinctive collaborative efforts in Philadelphia involving museums, educational organization and funding agencies. The presentations will show how these programs have succeeded in matching institutional and educational objectives and needs.

James F. Turk, **Chair/Commentator,** *The Balch Institute for Ethnic Studies*
John V. Alviti, *Atwater Kent Museum*
Eileen Butler, *World Affairs Council of Philadelphia*
Ellen Wylie, *PATHS/PRISM*

4. AN INTRODUCTION TO FACSIMILE TRANSMISSION, OR FACTS ON FAX FOR ARCHIVISTS

Friends Meeting, Room #4

This session will begin with an introduction to FAX technology and a short demonstration of some of its capabilities. Both the Free Library of Philadelphia and the Health Sciences Library Consortium have in-house FAX networks. Representatives of each organization will join us to discuss their respective systems.

Ruth J. Simmons, **Chair/Commentator,** *Rutgers University Libraries*
Sandra Aubrey, *Select Office Systems*
Valerie M. Bennett, *Thomas Jefferson University*
Barbara Ickes, *Free Library of Philadelphia*

Break 10:30 - 10:45 a.m.

Concurrent Sessions 10:45 a.m. - 12:15 p.m.

5. FOLKLORE RESOURCES: DOCUMENTED TRADITIONS

American Philosophical Society

Many archival and manuscript repositories indirectly acquire valuable materials representing the culture and traditions indicative of common people. These resources are sometimes neglected in processing collections and providing reference services. The first speaker will present the survey results of folklorists which uncovered levels of research satisfaction (and dissatisfaction). The second speaker will describe a regional-based folklore survey commemorating the centennial of the American Folklore Society. The session will be held in the American Philosophical Society, where a major exhibit has been mounted in conjunction with the Philadelphia Folklore Project.

Beth Carroll-Horrocks, **Chair/Commentator,** *American Philosophical Society*
Bonnie O'Connor, *University of Pennsylvania*
Maggie Kruesi, *University of Pennsylvania*

6. ARCHIVISTS AND CURATORS:
PARTNERS IN DOCUMENTING THE MUSEUM'S HISTORY
Friends Meeting, Room #4

This session will focus on some of the ways in which museum archivists preserve and explain the museum's history. The first will discuss ways in which museum exhibitions can be documented in the archives. The second speaker will discuss the use of individual curators' papers in documenting the history of a museum.

Elizabeth Schaaf, **Chair/Commentator,** *Peabody Institute Archives*
William Deiss, *Smithsonian Institution*
Rona Roob, *Museum of Modern Art*

7. PHOTOGRAPHIC ARCHIVES AND THE MARKETPLACE
Friends Meeting, Room #3

Photographs are among the most sought-after resources in archival repositories, drawing a broad audience to resources usually thought of as scholarly and remote. Who are the users, what do they use and why? How can archives capitalize on their photographic holdings to enhance their public image and financial strength? Representatives of photographic archives in three types of repositories will share their perspectives.

Charlotte B. Brown, **Chair/Commentator,** *College Archivist, Franklin and Marshall College*
Donald L. Haggerty, *Assistant Director for Library and Archives, Historical Society of Western Pennsylvania*
J.B. Post, *Print and Picture Curator, Free Library of Philadelphia*
Colin P. Varga, *Photographic Archivist, University Museum, University of Pennsylvania*

8. DOING WELL BY DOING GOOD:
THE COMMERCIAL USE OF ARCHIVAL COLLECTIONS
Holiday Inn, Penn Room

This session will consider the question of non-profits entering into contracts with profit making organizations for mutual benefit. The speakers will present the issue from the point of view of the commercializers and the law, with a reaction from an archivist who has been through the process.

Darwin H. Stapleton, **Chair/Commentator,** *Rockefeller Archive Center*
Gary Hoag, *Collections Development Specialist, Congressional Informational Service, Inc.*
Steven D. Murray, *Associate Vice President for Business Services, University of Pennsylvania*
Marsha Shaines, *Office of Legal Counsel, Smithsonian Institution*

9. TRIAL BY FIRE: WHAT ARCHIVISTS MUST DO TO MEET THE NEEDS OF GENEALOGISTS

Holiday Inn, Adams Room

In terms of pure volume, genealogists are probably the greatest patrons of archival repositories. Quick and sweeping access to well organized, primary source materials is their most common request. This session will provide insight into the best techniques and most common shortcomings in archival public services.

Antoinette J. Segraves, **Chair/Commentator,** *Genealogical Society of Pennsylvania*
Jane Adams Clarke, *Professional Genealogist*
Robert J. Plowman, *National Archives and Records Service*
Walter Lee Sheppard, Jr., *Fellow, American Society of Genealogists*

Luncheon *(Holiday Inn, Banquet)* 12:15 - 1:45 p.m.

Luncheon Address: "Seeing and Teaching Photographs"
Dr. Morris J. Vogel, Temple University

Concurrent Sessions 2:00 - 3:30 p.m.

10. TWO MODELS FOR INTER-AGENCY COOPERATION

Friends Meeting, Monthly Mtg.

The archives profession can learn much from cooperative activity in allied professions. This session presents two such models for our consideration, the first from the field of medical librarianship and the second from the field of history museums.

John A. Fleckner, **Chair/Commentator,** *National Museum of American History, Smithsonian Institution*
Joseph C. Scorza, *Health Sciences Libraries Consortium*
Mary Alexander, *The Common Agenda for History Museums*

11. MUSEUM ARCHIVES: COOPERATION WITHIN THE PROFESSION

Holiday Inn, Penn Room

In recent years dozens of museums have instituted an archival program and museum archivists have begun networking in a variety of ways. The first speaker will discuss the two-year-old Museum Archives Roundtable of the Society of American Archivists, as well as some recent developments in information sharing. The second speaker will report on the increasing awareness on the part of museum administrators of the importance of the archives within the institution.

Arthur Breton, **Chair/Commentator,** *Archives of American Art*
Theresa Rini Percy, *Old Sturbridge Village*
Mary Elizabeth Ruwell, *Northeast Document Conservation Center*

12. CHAIN REACTIONS: SCIENCE AND ARCHIVES

Friends Meeting, Room #4

Discipline history centers are striking examples of the interaction and cooperation between archivists and non-archival professional associations. In this session a former executive of the American Chemical Society will discuss the shared interests which led to the relatively recent establishment of the Beckman Center for the History of Chemistry. The second speaker will present the perspective of an older and fully implemented model of cooperation between archivists and the scientific community.

Stephanie Morris, **Chair/Commentator,** *Beckman Center for the History of Chemistry*
Rodney Hader, *American Chemical Society, retired*
Spencer Weart, *Center for the History of Physics*

13. GRANTSMANSHIP'S CATCH-22: INDIVIDUAL REPOSITORY NEEDS AND NATIONAL FUNDING AGENCY PRIORITIES

Holiday Inn, Adams Room

The growing dialogue between the archival community and funding agencies, both public and private, has been characterized by a healthy tension between the perceived needs of individual repositories and the broader goals of national funding agencies. This session will esplain the current views, priorities, and initiatives of several granting entities sympathetic to the aspirations of the archival community.

Fredric Miller, **Chair/Commentator,** *Temple University*
Jane Rosenberg, *National Endowment for the Humanities*
Nancy Sahli, *National Historical Publications and Records Commission*
Susan B. Stine, *Pew Memorial Trust*

14. LEGALITY OF MICROFILM: A WORKSHOP

Friends Meeting, Room #3

Many archivists and records managers are producing microfilm on a regular basis for preservation or other purposes. What can we do to make sure that our microfilm, especially if it is the only copy of a record, can withstand legal scrutiny and be admitted as evidence in a court of law. This session will discuss the basis of legal acceptability and construct a framework for meeting those requirements.

Diana Franzusoff Peterson, **Chair/Commentator,** *Haverford College*
Gregory S. Hunter, *ITT Corporation*

Break 3:30 - 3:45 p.m.

Plenary Session *(Friends Meeting, West Room)* 3:45 - 4:45 p.m.
Welcome: Leon J. Stout, *MARAC Chair*
Introduction: Mark Frazier Lloyd, *Director, University Archives and Records Center, University of Pennsylvania*

Address: Hobart Cawood, *Superintendent Independence National Historical Park*

MARAC State Caucus Meetings 4:45 - 5:45 p.m.

Delaware, *Holiday Inn, Hospitality: Room 635*
District of Columbia, *Friends Meeting, Montly Mtg.*
Maryland, *Friends Meeting, Room #3*
New Jersey, *Friends Meeting, Room #4*
New York, *Holiday Inn, Penn Room*
Pennsylvania, *Holiday Inn, Adams Room*
Virginia, *Friends Meeting, Reception*
West Virginia, *Friends Meeting, Room #1*

Reception at Union League of Philadelphia 5:30 - 7:30 p.m.
Buses depart Holiday Inn at 5:30 p.m. and 5:45 p.m.
Return from Union League at 7:15 p.m. and 7:30 p.m.
(a dress code is enforced at the Union League)

Hospitality Suite *(Holiday Inn, Room 635)* 9:00 - 11:30 p.m.

Saturday, September 23, 1989:

Registration *(Friends Meeting, East Room)* 8:30 - Noon

Breakfast/Business Meeting *(Holiday Inn, Banquet)* 8:00 - 9:30 a.m.

Concurrent Sessions 9:45 - 11:15 a.m.

15. THE COMING TOGETHER OF RESOURCES: REGIONAL NETWORKS

Friends Meeting, Montly Mtg.

In times of scarce resources, archives as well as other cultural and educational institutions have sought out other ways to publicize their important holdings. One method that has been highly successful is the creation of regional networks consisting of independent archival and manuscript repositories and special collection libraries. This session will feature representatives of two regional networks which were formed to meet that challenge, and the view of regional networks from the perspective of a funding agency supporting such work.

H. Carton Rogers, III, **Chair/Commentator,** *University of Pennsylvania*
Ellen S. Dunlap, *Rosenbach Museum and Library*
Joseph McDonald, *Holy Family College*
Lynda Micikas, *Holy Family College*
Nancy Sahli, *National Historical Publications and Records Commission*

16. PHOTOGRAPHY AND HISTORY

Friends Meeting, Room #3

In view of this year's observation of the Sesquicentennial of Photography, three photographic archivist-historians will discuss their use of photographs to write and reinterpret history. Often controversial, the role of archivist in advising historians and writing history will be explored.

Douglas M. Haller, **Chair/Commentator,** *University Museum, University of Pennsylvania*
Kenneth Finkel, *Library Company of Philadelphia*
Fredric Miller, *Temple University*
Bernard F. Stehle, *Community College of Philadelphia*

17. SHOWTIME: DESIGNING AND FABRICATING ARCHIVAL EXHIBITIONS

Holiday Inn, Penn Room

In this session panelists will explore the uses of archival materials in archival and museum exhibitions and discuss visual appeal and documentary content, methods of presentation and conservation issues. Panelists will present examples of successful and informative archival exhibitions presented by both professional and amateur staffs on large to small budgets.

Stan Arnold, **Chair/Commentator,** *Afro-American Historical and Cultural Museum*
Pamela Nelson, *Balch Institute for Ethnic Studies*
Felice Lamden, *Lynch Museum Services*
Debra Van Buren, *Information Design Group*

18. QUAKER ARCHIVES

Friends Meeting, Room #4

Philadelphia is the national center for research in Quaker history and genealogy. Archivists and historians with extensive experience in this field describe recent projects and suggest means for raising the profile of religious archives nationwide.

Elizabeth Potts Brown, **Chair/Commentator,** *Haverford College Library*
Jack Eckert, *College of Physicians of Philadelphia*
Carol E. Hoffecker, *University of Delaware*
Henry C. Williams, *University of Pennsylvania*

Break 11:15 - 11:30 a.m.

Concurrent Sessions 11:30 a.m. - 1:00 p.m.

19. THE PHILADELPHIA AUTHORITY FILE COOPERATIVE: COOPERATION IN MANUSCRIPT CATALOGING FOR NATIONAL BIBLIOGRAPHIC DATABASES

Friends Meeting, Monthly Mtg.

The flexibility of the MARC-AMC format has encouraged many institutions with special collections to join national bibliographic databases. Meeting AACR2 standards for these databases requires significant name authority work. The Philadelphia Authority File Cooperative, was formed in 1987. It has now produced a database

which assists archival, manuscript and book catalogers in providing uniform names in OCLC and RLIN cataloging for local individuals and corporations.

Terry Snyder, **Chair/Commentator**, *University of Pennsylvania*
Gail Pietrzyk, *Hagley Museum and Library*
Nancy Shawcross, *University of Pennsylvania*

20. ARCHIVES AND HISTORY: OR HOW SCHOLARS TEST ARCHIVISTS' SKILLS AND SOMETIMES, THEIR PATIENCE

Friends Meeting, Room #4

Editors of the Biographical Dictionary of Early Pennsylvania Legislators comment on their exploitation of archival resources for scholarly use and popular reading and offer suggestions for improved relations.

Marianne S. Wokeck, **Chair/Commentator**
Craig W. Horle
Joseph S. Foster
Rosalind J. Beiler
Biographical Dictionary of Early Pennsylvania Legislators

21. ARCHIVISTS AND INTELLECTUAL PROPERTY: USING UNPUBLISHED MANUSCRIPTS

Holiday Inn, Penn Room

The purpose of this session is to illuminate various legal problems that can arise when scholars and researchers use manuscript materials in which heirs and legatees retain intellectual and potential financial interests. The presentations will begin with a consideration of the broad legal framework which governs questions of copyright, patent and trademark; it will then move on to specific issues in copyright, literary rights and patent and trademark rights.

Daniel H. Traister, **Chair/Commentator**, *University of Pennsylvania*
John S. Child, Jr., *Dann, Dorfman, Herrell & Skillman*
Mary E. Jackson, *University of Pennsylvania*
Donald R. Piper, Jr., *Dann, Dorfman, Herrell & Skillman*

22. THE CONSERVATION IMPERATIVE: REPORT OF THE VIRGINIA STATE ARCHIVES CONSERVATION SURVEY PROJECT

Holiday Inn, Adams Room

Most archivists address their preservation and conservation needs in an ad hoc manner, that is, whenever staff and budget permit it or emergency requires it. In a pioneering cooperative effort, forty archival repositories in Virginia are participating in a single, comprehensive, conservation survey that is revealing a consistent pattern of requirements and priorities. This session presents the cooperative vision, the goals and the methodology which have directed this project.

Robert Straus, **Chair/Commentator**, *Conservation Center for Art and Historic Artifacts*
Richard A. Cameron, *National Historical Publications and Records Commission*
Louis H. Manarin, *Virginia State Library and Archives*
Jill Rawnsley, *Conservation Center for Art and Historic Artifacts*

PROGRAM COMMITTEE

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Brown's River Bindery, Inc.
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G.M. Wylie Company
Jesse Jones Box Corporation
Northeast Document Conservation Center
Rachel Maines & Associates
Taylor-Made Company

CONTRIBUTORS

Brown's River Bindery
Jesse Jones Box Corporation
Taylor-Made Corporation

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